

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Sixth Town Council of Highland  
Monday, August 03, 2009**

The regular session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, August 03, 2009** at the regular time of 7:11 o'clock p.m.

**Silent Roll Call:** Councilors Bernie Zemen, Mark Herak, and Konnie Kuiper were present. Councilor Dan Vassar was absent by arrangement. Councilor Brian Novak arrived after the start of the meeting. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**Also present:** Dan Stombaugh of the Town Board of Metropolitan Police Commissioners and the Metropolitan Police Chief, Peter T. Hojnicki were present.

Cynthia Singleton Clerk-Treasurer Intern; was also present.

**General Substance of Matters Discussed**

1. The Town Council discussed the possible amendment of the section of 114.06 Street and Sidewalk solicitation permits. It was noted that Mr. Paul Schuyler expressed the desire to amend the blanket prohibition on solicitation at public ways and intersections for the Kiwanis Club. It was noted that Councilor Herak had consulted with the Town Attorney regarding amending such provisions and the ability to exclude some or others.
2. The Town Council discussed the appropriate and valid use of public personal property and public resources and the existing practices' alignment with the current provisions set forth in the Compensation and Benefits Ordinance, continued from its study session of July 20, 2009.

Following the discussion, the Town Council requested that a draft be prepared by the Clerk-Treasurer that if adopted, would provide for a change in policy, prohibiting the use of public personnel property by public employees for the review of the Town Council. The review target was determined to be the next Study session. Pursuant to that instruction, the Clerk-Treasurer presented an amendment to the existing policy that would prohibit the personal use of personal property, equipment and facilities, exempting the program of take home police cars, reasonable use of telephones, and would permit use of any properties to which the public was also eligible provided the employee applied for and paid any fees as any member of the general public may. It was noted it would prohibit

Councilor Kuiper expressed his desire to prohibit taking home any public personal property but advocated that certain "perks" should be preserved such as allowing the washing of personal vehicles or repairing personal vehicles in public facilities by employees. He further suggested including employees' relatives to enjoy this privilege as well.

Councilor Zemen expressed favoring no change to the current policy which would allow uses of personal property of the Town with the approval of the "Department manager." The council also discussed if the current language was unchanged, whether or not Department heads could self authorize or not and what if any limitations may be useful.

3. The Town Council discussed an inquiry received by Councilor Herak from the proprietor of Fashion Optical on Kennedy Avenue, Highland, regarding a notification he received by the Office of the Clerk-Treasurer regarding the provision of solid waste management services for

commercial properties. It was noted that as a commercial property, our ordinance does not allow for services to be delivered to those zoned properties. Mr. Johnson indicated that he wished to have a consideration since he lives at the site of his business and wishes to be included in the regular service of the Town. It was noted a change to the Ordinance would be necessary. There was no further discussion.

4. The Town Council discussed with the Police Commissioner and the Metropolitan Police Chief discussed the implications of the current budget memo and the no overall growth instruction. The Town Council discussed the possible furlough days, elimination of street lights, and related measures if necessary. It was noted that revenues are stagnant and that there needs to be an operating balance to cover the volatility of property taxes owing to the effect of tax caps.

The discussion included a review of the Accident Fee charges and modifying them for resident and non-resident distinctions. It was suggested that an ordinance be drafted to allow amendment of the accident fees from the current amount to \$20 for residents and \$25 for non-residents.

It was also noted that the Town Council could work with the municipal utilities and ask that the municipality seek a rate of return, in addition to what fees are raised to operate the utility. The rates of return would represent a new income the general fund. It was further noted that the Clerk-Treasurer did not advocate this approach generally until undue costs could be driven out without loss of service.

The discussion included the merits and ability of imposing some type of user fee for ambulance calls as dispatched by the Town. It was further noted that such a fee if possible would require delay until the current service agreement jointly executed between the current provider, Prompt Ambulance and the Towns of Munster and Highland was due for renewal.

5. It was noted that the public auction to dispose of certain public personal property has been changed from September 12 to November 7, 2009.

There being no further business to come before the Town Council, the regular study session of the Town Council, of **Monday, August 03, 2009**, was adjourned 8:50 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA  
Clerk-Treasurer